

W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER (S) AND CERTIFICATION

Each person or organization doing business with the Commonwealth of Virginia must provide the following information. Please return this form in the enclosed envelope.

ORGANIZATION ENTITY: Original Submission

Please provide reportable name where applicable. Additional Address or Address Correction

Check Only One:

☐ Individual Sole Proprietor Corporation

☐ Partnership Governmental Trust

☐ Estate Other (Please Describe) _____

Social Security Number Employer Identification Number

_____ and/or _____

ENTER THE FOLLOWING:

Legal Name

(Must match the Social Security Number, if applicable)

Trade Name

(Must match the Employer Identification Number, if applicable)

Payment Address: _____ IRS 1099 Form _____

Mailing Address: _____

DUNS # _____

Contact Person: _____ Phone Number: (____) _____ - _____

Please respond to the following:

Are you a United States citizen? Yes No

Is your organization tax exempt? Yes No

Are you a Real Estate Agent? Yes No

Are you a Minority-owned business? Yes No

Are you a Woman-owned business? Yes No

Are you a Small business? Yes No

Are you a Faith-Based Organization? Yes No

If you are a Minority-owned business, please indicate the type of Minority:

☐ African American ☐ Hispanic American ☐ Native American

☐ Asian-Pacific American ☐ Sub-Continent Asian American ☐ Other Minority

☐ Are you registered with the Department of Minority Business Enterprise? Yes No

If yes, enter certificate number: _____

Government Agencies, please respond to the following:

Are you (Please check one): ☐ Federal ☐ State ☐ Local

If you are considered Local, what is your FIPS code? _____

Certification: Under penalties of perjury, I certify that:

1. The number(s) shown on this form is my correct taxpayer identification number(s) (or I am waiting for a number to be issued to me).

2. The organization entity and all other information provided is accurate.

3. I am not subject to backup withholding either because I have not been notified that I am subject to backup withholding because of a failure to report all interest or dividends, or the Internal Revenue Service has notified me that I am no longer subject to backup withholding.

4. I am a U.S. person (including a U.S. resident alien).

(You must cross out item (3) above if you have been notified by the IRS that you are currently subject to backup withholding because of underreporting interest or dividends on your tax return.)

Signature _____ Date _____